

**First 5 Plumas  
Plumas County Children and Families Commission**

**Minutes**

**Wednesday, January 8, 2003  
8:30 a.m. – 10:30 a.m.**

**Attendees:**

Commissioners: Carol Burney, Bill Dennison, Shelley Miller, Paula Russell, and Elliot Smart

Staff: Ellen Vieira, Executive Director; Diana Conen

Public: Holly Henson, Linda Margaretic

**I. Introductions:**

Chairperson Miller called the meeting to order at 8:39 a.m. The Commissioners and meeting attendees introduced themselves. Due to the lack of a quorum, Chairperson Miller asked Ellen Vieira to proceed first with her Executive Director's Report.

**III. Executive Director's Report:**

Ms. Vieira referred the Commissioners to her written report, and asked if they had any questions or comments. Mr. Dennison said that a request to the Board of Supervisors to place an item on their agenda should be made at least a month in advance. Ms. Vieira said that she is planning a twenty-minute presentation, including a 12-minute video, which will probably be scheduled for the third Tuesday in February.

Ms. Vieira said that a conference call, scheduled for January 10, 2003, would discuss the RFP to be issued by CCFC in February for an Oral Health demonstration project to increase capacity of providers and increase access for young children in rural and frontier areas to dental services. Inyo, Plumas, Lassen, Alpine, Modoc, and Sierra Counties may combine as the Eastern Slope Oral Health Alliance to create the proposal. Potential collaborators include: Dental Health Foundation (DHF), California Dental Association (CDA), California Endowment, UCLA School of Public Health, Managed Risk Medical Insurance Board (MRMIB), and Healthy Families. Mr. Dennison suggested that the local dental providers be approached to participate. Ms. Russell said that Linda Margaretic of Sierra Cascade Family Opportunities has approached the local Plumas District Hospital administrator about providing hospital dentistry services for young children. A pediatric dentist from Grass Valley may be willing to provide services here. Ms. Vieira said that oral health issues are high priority, and worth spending extra time on.

## **V. Public Comment**

Holly Henson noted that the distribution plan for Special Needs brochures will focus on health providers to make referrals to services for infants and children with disabilities or delayed development. Ms. Vieira said that the brochure for parents would be translated into Spanish. Ms. Burney said that although the number of referrals has increased, there are still infants who could be helped if they were located and referred earlier.

Ms. Henson said that the Local Area Planning Council for child care providers will meet in late January to discuss what training will be offered for child care and early education workers. Ms. Margaretic told the Commissioners about her efforts to contact dental providers from outside the area who might provide special services to children in the local area. Ms. Vieira discussed possible duplication of services with the Commission's oral health project. Ms. Miller suggested that pediatric dentists in Reno might provide information on the number of Plumas area children that they see in their practices.

## **IV. Program Development:**

### **a. School Readiness Governance and Coordinator**

Ms. Vieira referred the Commissioners to the Governance Structure chart and School Readiness Coordinator Job Description provided in the agenda packets. The PCCFC Commission would have oversight of the entire program and control of the funds through the usual practice of service contracts or MOUs with the funded programs. A Plumas County School Readiness Consortium would be formed composed of School Principals, PCCFC Executive Director, Parent Advisory Groups, and ECE Program Directors and Kindergarten Teachers. The position of School Readiness Coordinator would oversee the operation of the funded programs. Ms. Vieira said that she believes the Coordinator position should be a school district employee.

The Commissioners discussed their concerns regarding: 1) the School Readiness Coordinator being a school district employee and the need for accountability; 2) controlling the use of School Readiness funding; 3) involving parents and Early Childhood professionals and supporting the importance of their role; 4) the need to maintain a collaborative working relationship between the Commission, School District, and Early Childhood Education professionals. Three alternatives for the Coordinator position are: 1) a full-time PUSD employee, 2) an employee of another agency, 3) an independent contractor, any of which could be funded and made accountable through service agreements or MOUs with the PCCFC. Some formal mechanisms should be in place to make the Coordinator position responsive to and accountable to the Commission and the Executive Director. Ms. Miller said that the Executive Director could also be of great value and support to the Coordinator position.

## **II. Approval of Minutes**

With the arrival of Mr. Smart and a quorum of the Commissioners present, Chairperson Miller called for a motion for the approval of the Minutes for the meeting of December 11, 2002.

MOTION: Mr. Dennison, seconded by Ms. Russell, moved to approve the minutes as written. VOTE: The motion passed unanimously.

## **VI. Commissioner Vacancies**

Ms. Vieira referred the Commissioners to her memo dated January 8, 2003 stating the selection criteria established by the Commissioners, and the unanimous recommendation of the recruitment/interview committee to seat Carmen Lopez to fill the position vacated by the resignation of Irasema Tavares, and leave the other position vacant until the remaining candidate can be interviewed.

MOTION: Mr. Smart, seconded by Mr. Dennison, moved to appoint Carmen Lopez to a position on the Plumas County Children and Families Commission to expire in May 2004.  
VOTE: The motion passed unanimously.

Chairperson Miller directed Ms. Vieira to notify Ms. Lopez of her appointment, and thanked the committee for their work.

## **VII. State Budget**

Chairperson Miller said that the members needed to determine advocacy strategies if there were issues that the Commission should support, and how budget cuts will affect children and families. Mr. Smart said there would be a briefing on the governor's proposed budget cuts within a few days, and that one unusual development was that there were no leaks of information in advance. Mr. Smart discussed the proposed cuts to Medical, and Maternal and Child Health programs, which will have effects statewide, including loss of federal matching funds. Chairperson Miller said that the delay in issuing the governor's proposals makes it hard to make any determination of strategies at this time. Mr. Dennison said that Plumas County would be affected in many ways by the budget cuts. He urged that the Commission be pro-active, writing letters and lobbying local representatives. Ms. Vieira said that the Association and State Commission meetings the following week should yield additional information on statewide lobbying efforts and what increases may be proposed in the tobacco tax.

## **VIII. Public Comment:**

There were no public comments.

## **IX. Next Meetings:**

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Commissioners discussed the need to reschedule the next meeting due to the Lincoln's Birthday Holiday observed by Plumas County. The meeting was scheduled for Monday, February 10, 2002, at 9:00 a.m. Chairperson Miller directed the staff to prepare 1) a shortened agenda consisting of only the necessary business items and discussions of School Readiness and state budget advocacy strategies and 2) an agenda packet containing only those items that the Commissioners would need to take action on.

**X. Adjournment:**

MOTION: Ms. Russell, seconded by Ms. Burney, moved to adjourn the meeting. VOTE:  
The motion passed unanimously.

The meeting was adjourned at 10:17 a.m.

Minutes respectfully submitted by Diana Conen.